ARE YOU SEEING SOMETHING LIKE THIS?

DO NOT WORRY !!!

Invalid Login
You have exceeded the maximum login attempts. Please contact your supervisor for assistance.

YOU CAN RESET SUBFINDER YOURSELF !!!

STEP 1: Completely back out your Internet browsing software (for most GCPS employees, it will be Microsoft Internet Explorer®).

STEP 2: Now reopen your Internet browsing software—this resets SubFinder and gives you three more attempts to log in again!

STEP 3: Log back into SubFinder using your correct USER NAME and PASSWORD.

REMINDER: YOUR USER NAME IS NOT THE SAME AS YOUR EMAIL USER NAME—IT IS YOUR LAST NAME ONLY.

STEP 4: IF YOU ARE STILL HAVING PROBLEMS, PLEASE CALL OR EMAIL: Craig Smith at 693-7927 / cwsmith@gc.k12.va.us